

**Warrensburg Arts Commission Meeting
March 2, 2020 4-5pm
Council Chambers**

Agenda

- 1. Call to Order**
- 2. Roll Call**
- 3. Establish Quorum**
- 4. Approval of Agenda (Motion/ Discussion)**
- 5. Approval of Minutes (Motion/ Discussion)**
- 6. GROUP PHOTO**

- 7. Introduction of guests/visitors**
 - a. Julie Kendall RE:Request for Funding
 - b. Jill Purvis RE: Warrensburg Main Street Update & Project Collaboration

- 8. Finance/Budget report - (Motion to Accept Discussion)**

Finance Report, Stephanie Sekelsky
Committee Budgets

- 9. Updates - Program Updates**
 - a. KOKO Radio Schedule 3-12 8:30am
 - b. Other

- 10. Chair Update, Laura**

Proposal Process and Committee Involvement (handout)
Monetary & Grant Requests-WAC involvement and ownership of purchased items
Funding Requests on hold until committee annual budgets and projects determined

- 11. Committees/Task Groups Updates**
 1. Marketing/Publicity Ellie Schmutz 3rd Monday, 4:30pm at WMMC
 2. Art in Public Places Aerin Sentgeorge
 4. Events Planning Ray Crisp
 5. Warrensburg Community Theater Cindy Bechtol
 6. Performing Arts Jay Linhardt

- 12. Unfinished Business, assign to committee**

Downtown Vibrations: Circle on Pine
Storage for Public Art and Theater inventory
JC Carter Sculpture Display
Rotating Sculpture Project and Empty Pads

- 13. New Business/Proposals (Keep to 3 minutes)**

Tax Free Donations, Cindy Bechtol
MACAA Conference Registration is open. April 6-7 in Columbia, MO- Attendee Budget
Other

- 14. Other Business/Action**

Purpose of Arts Commission- Mission Statement currently does not entitle event planning

- 15. Adjournment**



Warrensburg Arts Commission Marketing & Public Relations Committee

Led by Commissioner Ellie Schmutz

- **What is the Warrensburg Arts Commission mission?**

The Warrensburg Arts Commission is dedicated to promoting visual art, music, dance, theater, literature & all creative activity in the City of Warrensburg. The commission shall establish and oversee programs related to public awareness of, accessibility to, participation in and support for arts and cultural activities in the City of Warrensburg. The Warrensburg Arts Commission shall provide leadership for city government in supporting arts and cultural affairs by recommending programs and policies to enhance public awareness and appreciation of the fine and performing arts and by facilitating economic sustainability of the arts through various funding and resource opportunities that develop, sustain and promote artistic diversity and excellence in the community. WAC is made up of a board of that is chaired by LJ Lockhart and has commissioners Jay Linhardt, Cindy Bechtol, Aerin Sentgeorge, Ellie Schmutz, Stephanie Sekelsky, Raymond Crisp, as well as liaison Cindy Gabel.

- **What is the Marketing & Public Relations Committee's mission?**

The Marketing & Public Relations Committee will be responsible for creating, promoting and enhancing public awareness of the arts by being a "clearing-house" for all arts activities in the area, using various mediums, including, but not limited to: website, press releases, social media, emails, flyers, and brochures.

- **What is the Marketing & Public Relations Committee's 2020 goal?**

To establish a presence on the Art Commission's website, social media, local paper, local radio and any other relevant outlets, as well as create in-house designs and copy to educate the public on all events and grants from the Warrensburg Arts Commission.

FOR IMMEDIATE RELEASE

Contact: Ellie Schmutz
Warrensburg Arts Commissioner
(660) 951-5554
ellie.schmutz@gmail.com

Warrensburg Arts Commission Elects New Chair and Welcomes Two New Members

{insert photo of the board}

The Warrensburg Arts Commission Board: is chaired by LJ Lockhart, Jay Linhardt, Cindy Bechtol, Aerin Sentgeorge, Ellie Schmutz, Stephanie Sekelsky, Cindy Gabel, and Raymond Crisp

Warrensburg, MO (February 00, 2020) — The Warrensburg Arts Commission (WAC) is dedicated to promoting visual art, music, dance, theater, literature & all creative activity in the City of Warrensburg. The commission shall establish and oversee programs related to public awareness of, accessibility to, participation in and support for arts and cultural activities in the City of Warrensburg. The WAC shall provide leadership for city government in supporting arts and cultural affairs by recommending programs and policies to enhance public awareness and appreciation of the fine and performing arts and by facilitating economic sustainability of the arts through various funding and resource opportunities that develop, sustain and promote artistic diversity and excellence in the community.

The WAC is made up of six different committees, all of which are accepting new members at this time. The committees are as follows:

Marketing & Publicity - sharing events on social media, help market events, write press releases and articles informing the public

Art in Public Places - establishing art in public places, rotating artwork through the town, art in local parks and buildings.

Finance - Tracks the commissions earnings and spending, as well as tracks what projects are granted.

Event Planning - We plan on coordinating many events in the future, and if you like event planning, this is the committee for you! Help market the event, coordinate decor, meals, attendees.

Warrensburg Community Theater - committee for establishing a successful community theater.

Performing Arts – This committee will collaborate with musicians, dance and gymnastic groups and organizations that focus on live performances.

If you are interested in joining one of these committees, visit [Facebook.com/BurgArts](https://www.facebook.com/BurgArts).

About Warrensburg Arts Commission

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Ellie's Copy



Warrensburg Arts Commission Marketing & Public Relations Committee

Led by Commissioner Ellie Schmutz and Laura Lockhart

Monday, February 17, 2020 | 4:00 pm

• Agenda

- o Welcome – Laura and Ellie
- o Review and Approve WAC Marketing Committee Summary ✓
- o Guest and Future Member Roster ✓
- o Arts Commission Press Release Strategy
- o Social Media and Content Strategy
- o KOKO Interviews
- o Additional Marketing Opportunities

- Scott joined the committee meeting

- approach in a month - Former Members - Amie McLeary

- warrensburgs Boards & Commission
get list from Laura - Stephanie everything that isn't vocal

- Anything I need to be aware of? Events?

- March 12th
- talk about the KOKO radio show on FB meeting
Jan Homprins

4 Commissioners - have an agenda, minutes

Send notes/items to Cindy for the packet

Facebook K - contact info ask info?
City info

cannot do KOKO

Cindy Beator
Stephanie
Aerin

Warrensburg Arts Commission Finance Committee Meeting, February 2020

Finance Committee members:

Stephanie Sekelsky

Jeff Imboden

Chad Pfister

See attached updated budget plan. These figures are "floatable" as long as we don't overspend what we have. This is based on the most current balances.

Regarding Community Theater:

Clarifications:

Jeff Imboden was helping purchase things through his connections at Parks and Rec. It wasn't a Park and Rec program.

Items purchased through the commission belong to the city and arts commission. For instance, the current microphone/sound system was \$2543.14.

The community theater chairperson should present a budget request on upcoming projects to the finance committee and commission. We can supply grants, as needed, until they can branch off into their own entity. Current perks of being with the Arts Commission are tax free status and insurance coverage. We do not have to stick to the \$2000, but based on what we currently know, the theater committee should have access to at least that much.

We also talked about the theater inventory and value of the theater items - props, costumes, furniture, sound system. Where is this being stored? Do we need to find a place? Rent? City location? It needs to be somewhere safe and accessible.

1% for the Arts.

While the city doesn't have to give us funding, it was agreed a few years ago that city would allow 1% of the revenue from capital projects. We just have to stay on top of that and be aware of local capital projects.

Local Responsibilities:

Blind Boone - has he been fixed?

Bobbers maintenance. We should plan to pay Parks and Rec for Bobber upkeep.

Rotary globe at the Community Center. Upkeep and add solar spotlights.

Suggestions and other random thoughts merely for consideration:

Get a local group to help with maintenance of city art. If we get the supplies needed they could do the labor. (4H, Boy/Girl Scouts, other?)

Marketing Competition...say we have 4 \$500 grants available for those who can market Warrensburg as a place to visit.

Program marketing for Festival of Champions or other big UCM events.

Burgfest - we will pay Main Street \$500 to let us be the main stage sponsor.

Fundraising opportunities:

That's our next task.

**WARRENSBURG ARTS COMMISSION
FY20 Budget Request**

Estimated FY20 Program Funding:	Revenue
Cash Reserve (as of Feb, 2020) (Amount Carried Forward to date)	\$19,869.32
New Request for FY20 Budget	\$0.00
Total	<u>\$19,869.32</u>

(19967.00)

Estimated FY20 Program Expenditures:	Expenses
Prior Earmarked Funds:	
Sculpture Project	\$500.00
Piano dedication expenses	??
Warrensburg Community Theatre	\$2,000.00
Scripts, Licensing, Materials, Sets, Costumes, etc.	\$ 2,000.00
Community Arts Grants	\$2,000.00
The commission would support arts projects with funding through a grant process. Organizations and individuals would apply to WAC for a grant and the commission would choose funding based on:	
1. Number of people served 2. Visibility 3. Sustainability and 4. Quality of art proposed	
Art in Public Places Program	\$9,000.00
Maintenance & Repairs	Bobbers Circles Globe/solar lights
Marketing	\$1,500.00
Includes: Website maintenance, print materials, advertising, promotion	
Development	\$500.00
Includes: Professional Membership, Training, Conference attendance	
Misc.	\$500.00
Includes: Supplies and other costs of conducting city business	
TOTAL:	<u>\$16,000.00</u>

Public Art Fund	\$727.44
Leave for Reserve	\$4,000.00

WHAT? 2020 POETRY FESTIVAL
 Second Annual Poetry Festival for the Adventure Club

WHEN? April 24-25, 2020

WHERE? Sterling Elementary School, Gay and Burkharth
 And selected locations in the City (see program below)

WHY? The purpose of the 2020 Poetry Festival is to

- Promote literary arts
- Encourage writing and listening to poetry
- Allow the City to meet MO's Poet Laureate
- Provide students opportunity to meet and interact with MO's Poet Laureate, Karen Craigo
- Provide Community members opportunity to meet and interact with Karen Craigo
- Provide patrons at Java Junction opportunity to meet and interact with Karen Craigo and to have books signed by her
- Provide opportunity for individuals to write and share their poetry with the public
- Develop awareness of the benefits of the Literary Arts through an article about this event in the DAILY STAR-JOURNAL

PROPOSED BUDGET

Honorarium for 3 days:	\$300.00
Travel	175.00
Housing and Meals	350.00
TOTAL	\$825.00

PROPOSED PROGRAM

2020 POETRY FESTIVAL APRIL 24-25

FEATURING KAREN CRAIGO, MISSOURI'S POET LAUREATE

Friday, April 24: Karen Craigo giving comments and readings

9:00 am: Warrensburg Middle Schools, Victoria Wittmaier

1:00 pm: Warrensburg High School, Aaron Conklin and Jill Houx

11:30 am: Community Center, Melissa Bower

7:00 pm: All Girls' Leadership Lock-In, Warrensburg High School, Amanda Somer

Saturday, April 25: Karen Craigo giving comments, readings and BOOK SIGNING

10:00 am: Java Junction, Holden and Pine Streets, Warrensburg

2:00 – 5:00 pm: Poetry Festival with Karen Craigo and students of Warrensburg Public Schools, Sterling Elementary School

Refreshments in The Adventure Club Gardens, Sterling Elementary School, Gay and Burkhart Streets

WHAT? LUNCH AND LEARN LECTURE SERIES

WHEN? THIRD TUESDAY OF EACH MONTH

WHERE? ELKS' LODGE, YOUNG AVENUE

WHY? The Lunch and Learn Lecture Series will provide community members opportunity to

- Hear a speaker and ask questions
- Learn about different topics
- Present a talk on a topic of their choice
- Chance to interact with each other
- Make new friends; meet with old friends
- Have lunch in a social setting

PROPOSED BUDGET FOR 6 MONTHS: ESTIMATED

Meeting space	\$ 525.00
Lunch for speaker & presider	100.00
Advertising in DSJ	100.00

POSSIBLE TOPICS AND SPEAKERS

1. Art Ozias: What European Travel Has Taught Me
2. Eddy Osborne: How to Form Your Own Personal Philosophy of Life
3. Mike Shaw: Everything You Might Want to Know about Warrensburg
4. Jay Raveill: Grave yards; grave stones; and you
5. Cindy Cabel: The City and the Council: Where we've been and where we're going
6. Janis Russell: Why Poetry is important to an individual
7. Casey Lund: What being Mayor and a civil servant has taught me
8. Rory Hutt: Real Power is the Power within
9. Christian Cutler: Why the Arts are of such critical importance
10. Carole Nolte: How the Library can serve you best
11. Mrs. Mike Shaw: Why Veterans Deserve My and your Attention
12. Harry Singer or Chris Smith: Our Development of Pine Street
13. Jill Purvis: Main Street, Inc. and Our planned events
14. Suzanne Taylor: How the Chamber of Commerce Serves You

WHAT? RECOGNITION OF KAREN CARTER

WHEN? March 23, 2020

WHERE? Rotary Luncheon, American Legion, Young Avenue

WHY? This recognition of Karen Carter is to show appreciation for her gift of her husband's sculptures to the City.

- Demonstrate to others that appreciation is given for gifts
- Provide opportunity for many to see the sculptures
- Encourage business owners to display sculptures in their businesses
- Provide opportunity for community members to learn of the gift and the sculptures through article (with pictures) in DAILY STAR-JOURNAL
- Provide Karen Carter with a memorable appreciation

ESTIMATED BUDGET

1. Lunch for Karen Carter and guests	\$ 50.00
2. Transportation of sculptures (to and fro)	100.00
3. American Legion for assistance in display	100.00
4. Recognition Plaque	50.00
5. Construction of pedestals for display of sculptures	1,500.00
TOTAL	\$1,800.00